

FAMILY HOLIDAYS IN TERM TIME

INFORMATION FOR PARENTS



WHAT DOES THE LAW SAY?

- From September 2013 the law around holidays in term-time changed. The law now makes it clear that a headteacher cannot agree to a child being absent from school for a holiday unless there are **exceptional circumstances**. It is up to you to provide the school with evidence of exceptional circumstances, but only the headteacher (or a school representative acting on their behalf) can decide if the reason you have given can be considered exceptional and agree the holiday.
- If permission for the holiday is not given by the school and you choose to go anyway, this will be recorded as unauthorised absence. If your child is absent for 10+ sessions (each school day has two sessions) this could lead to you receiving a fixed penalty fine of £60.00 per parent for each child taken out of school.
- **How will the school decide?**
 - The school will consider:
 - if the reason given for the holiday could be considered 'exceptional'
 - the impact the absence will have on your child's progress in school
 - your child's current attendance

EXCEPTIONAL CIRCUMSTANCES

It is the decision of the headteacher as to what might constitute exceptional circumstances and each request for term time leave will be considered on an individual basis.

Exceptional leave is **not**:

- Availability of cheap flights and/or holidays
- Availability of desired accommodation
- Parent/carer work commitments
- Poor weather experienced during school holiday periods
- Overlap with the beginning or end of term, half term.

There are 170 non-school days each year

WHAT MAY BE CONSIDERED AS AN EXCEPTIONAL REASON FOR A FAMILY HOLIDAY DURING TERM TIME?

- Where an absence from school is recommended by a health professional as part of a parent or child's rehabilitation from a medical or emotional issue.
- Service personnel returning from a tour of duty abroad where it is evidenced the individual will not be in receipt of any leave in the near future that coincides with school holidays.

Evidence may be requested to support your request.

WHEN MAKING YOUR DECISION, PLEASE CONSIDER...

If the holiday is close
to exams or SATS,
your child may miss
important preparation

Friendships move on,
even after a short
amount of time

Even a short amount of time
out of school can result in your
child missing a considerable
amount of work

Time off school
towards the end of the
year will mean your
child misses preparation
for the new school year
and meeting new staff

Work missed whilst on
holiday has to be caught
up and this could put extra
pressure on your child

Time taken by teachers and
support staff to help your child
catch up is time they cannot
spend with other children

Every day in school
is important, is taking
your child out of school
in term time giving
the right message?

IF YOU FEEL THERE ARE EXCEPTIONAL REASONS FOR A FAMILY HOLIDAY DURING TERM TIME

- All leave of absence requests should be completed on the relevant leave request form - available from the school website or reception.
- The form should be completed by the **parent with whom the student ordinarily resides**.
- The form should be returned to attendance@klbschool.org.uk or Miss Debbie Harding in school at least **seven days** before the start of the holiday
- All requests must be made prior to the leave being taken. Leave cannot be authorised retrospectively.

UNAUTHORISED LEAVE

If the holiday is not considered to be an exceptional circumstance, it will not be agreed. If you nevertheless take your child out of school for the leave of absence, this will be recorded as **unauthorised leave**.

PENALTY NOTICES

In the case of an unauthorised leave of absence (10+ sessions), Gloucestershire Local Authority may issue a fixed penalty notice without further warning to the parent. Please note that such a penalty is issued to each parent for each child taken out of school. A penalty notice is a fine of £60, if paid within the first 21 days, and increases to £120 if paid between 21 and 28 days. Thereafter, if the penalty remains unpaid, this may lead to prosecution through the magistrates' court.